

January 3, 2022

The Stillwater Township Board of Education met on January 3, 2022 at 7:00 p.m. in the All Purpose Room for the Board Reorganization Meeting.

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The meeting was called to order by René Metzgar, Board Secretary, at 7:00 p.m. In accordance with the New Jersey Open Public Meetings Law, the time, date and location of this meeting was provided to the New Jersey Herald & Star Ledger on November 4, 2021. Notices were posted in the Stillwater School, Town Hall, Stillwater Post Office, Middleville Post Office, Swartswood Post Office and the Stillwater School Website.

Mrs. Metzgar led the flag salute.

**REPORT OF ELECTION RESULTS:**

Mrs. Metzgar reported the following information:

Jeffery Parrott, Sussex County Clerk, certified the following election results for the Stillwater Township Board of Education:

Three-year full term for membership on the Board of Education:

Margaret Frey	1,199 votes
Darrick Franek	1,166 votes
Cheryl Williver	1,171 votes
Write-In	78 votes

Unexpired one-year term for membership on the Board of Education:

Write-In- Christine Voris	132 votes
Write-In- Other	67 votes

Congratulations to Mrs. Frey, Mr. Franek, Mrs. Williver, and Mrs. Voris!

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**OATHS FOR NEW & RETURNING BOARD MEMBERS**

(N.J.S.A:18A:17.11)

Mrs. Metzgar administered the oaths to the following people for the 3 year full term for membership on the Stillwater Township Board of Education:

For the 3-Three-year full term for membership on the Board of Education:

- Darrick Franek
- Margaret Frey
- Cheryl Williver

Mrs. Metzgar administered the oath to the following individual for the 1 year unexpired term for membership on the Board of Education from January 3, 2022 to December 31, 2022:

For the 1-Unexpired one-year term for membership on the Board of Education:

- Christine Voris

## **ROLL CALL**

Mrs. Metzgar then called roll:

The following Board members were present: Mr. DeGroat, Mrs. Kraft, Mrs. Williver, Mr. Franek, Mrs. Thibault, Mrs. LoCascio, Mrs. Voris, and Mrs. Frey.

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Absent: Mrs. Galante.

Also present were William Kochis, Superintendent, René Metzgar, Business Administrator/Board Secretary, and members of the public.

## **NOMINATIONS & ELECTION OF BOARD PRESIDENT**

1. The President shall be elected by a roll call vote of a majority of Board members in attendance.

Mrs. Metzgar opened the floor for nominations for President of the Stillwater Board of Education.

Nominations: Mrs. LoCascio nominated Mr. DeGroat, seconded by Mrs. Kraft. Mr. DeGroat accepted the nomination.

Mrs. Metzgar asked for any further nominations. Hearing none;

Mrs. Metzgar closed the nominations for Board President and called for a vote.

Vote: Mr. DeGroat- Mr. DeGroat; Mr. Franek- Mr. DeGroat; Mrs. Frey- Mr. DeGroat; Mrs. Voris- Mr. DeGroat; Mrs. LoCascio- Mr. DeGroat; Mrs. Williver- Mr. DeGroat; Mrs. Kraft- Mr. DeGroat; Mrs. Thibault-Mr. DeGroat.

Unanimously, Mr. Dennis DeGroat is elected Board President.

## **THE MEETING IS TURNED OVER TO THE BOARD PRESIDENT**

## **NOMINATIONS & ELECTION OF VICE PRESIDENT**

1. The Vice President shall be elected by a roll call vote of a majority of Board members in attendance.

Mr. DeGroat opened the floor for nominations for Vice President of the Stillwater Board of Education.

Nominations: Mrs. LoCascio nominated Mrs. Galante, seconded by Mrs. Thibault. Mrs. Galante accepted the nomination via an email to the Board Secretary due to her absence.

Mr. DeGroat asked for any further nominations. Hearing none;

Motion to close nominations and present the vote for the office of the Vice President of the Board was made by Mrs. LoCascio, seconded by Mr. Franek.

Vote: Mr. DeGroat- Mrs. Galante; Mr. Franek- Mrs. Galante; Mrs. Frey- Mrs. Galante; Mrs. Williver- Mrs. Galante; Mrs. Voris- Mrs. Galante; Mrs. LoCascio- Mrs. Galante; Mrs. Kraft- Mrs. Galante; Mrs. Thibault-Mrs. Galante.

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Unanimously, Mrs. Krista Galante is elected Board Vice President.

## **ANNUAL MOTIONS**

1. Motion made by Mrs. LoCascio, second by Mrs. Kraft to adopt the present Stillwater Township Board of Education policy manual. Motion approved by voice vote: Mrs. LoCascio-Aye; Mr. DeGroat-Aye; Mrs. Williver- Aye; Mrs. Thibault-Aye; Mrs. Kraft-Aye; Mr. Franek-Aye; Mrs. Frey-Aye; Mrs. Voris- Abstain.
2. Motion made by Mrs. Thibault, second by Mrs. LoCascio to designate the New Jersey Herald as the official newspaper for the 2022 calendar year and the Star Ledger or The Township Journal as an alternate newspaper and for select advertising. A voice vote was taken and unanimously approved.
3. Motion made by Mrs. LoCascio, second by Mr. Franek to hold Committee of the Whole meetings on the 2<sup>nd</sup> Monday of the month & regular meetings of the Board of Education on the 4<sup>th</sup> Monday of each month, unless otherwise noted, at 7:00 p.m. in the All Purpose Room of the Stillwater School according to the attached schedule:

### **Committee of the Whole Meeting**

February 14, 2022  
March 14, 2022  
No Committee Meeting in April  
May 9, 2022  
No Committee Meeting in June  
No Committee Meeting in July  
No Committee Meeting in August  
September 12, 2022  
No Committee Meeting in October  
November 7, 2022\*  
No Committee Meeting in December

### **Regular Meeting**

January 24, 2022  
February 28, 2022  
March 28, 2022  
April 25, 2022  
May 23, 2022  
June 27, 2022  
July 25, 2022  
August 22, 2022  
September 26, 2022  
October 17, 2022\*  
November 21, 2022\*  
December 12, 2022\*

\*Change from 2<sup>nd</sup> & 4<sup>th</sup> Monday

A voice vote was taken and unanimously approved.

4. Motion made by Mrs. LoCascio, second by Mrs. Kraft to approve the following resolution regarding public relations and professional services maximum costs for the 2022-2023 school year.

Whereas, NJAC 6A:23A-5.2 provides that a school district must establish a maximum dollar limit prior to budget preparation for public relations and professional services fees, and

Whereas, the Stillwater Board of Education has established the following maximum dollar limits as required:

Public Relations	\$ 3,500
Architects	\$50,000
Attorneys	\$40,000
Auditors	\$14,000
School Physician	\$ 2,500

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Whereas, if these professional services exceed the maximum amount listed, the Stillwater Board of Education will consider another motion to increase amounts listed.

Motion approved by roll call vote: Mrs. LoCascio-Aye; Mr. DeGroat-Aye; Mrs. Williver- Aye; Mrs. Thibault-Aye; Mrs. Kraft-Aye; Mr. Franek-Aye; Mrs. Frey-Aye; Mrs. Voris- Abstain.

5. Board Members took turns reading the Board Member Code of Ethics.
6. Motion made by Mrs. Thibault, second by Mrs. Kraft to acknowledge receipt and review of the State of New Jersey Code of Ethics as required by N.J.S.A. 18A. Motion approved by roll call vote: Mrs. LoCascio-Aye; Mr. DeGroat-Aye; Mrs. Williver- Aye; Mrs. Thibault-Aye; Mrs. Kraft-Aye; Mr. Franek-Aye; Mrs. Frey-Aye; Mrs. Voris-Aye.
7. Review of board member contact information. If any changes/additions are needed, please notify Mrs. Metzgar.

### **ANNUAL BOARD APPOINTMENTS & COMMITTEES**

Mr. DeGroat appointed the following delegates:

1. Delegate and Alternate to the Sussex County School Boards Association  
Mrs. Kraft and Mrs. LoCascio
2. Delegate and Alternate to the New Jersey School Boards Association  
Mrs. Williver and Mrs. Voris
3. Committees/Chairpersons-Forms handed out, please return to Mr. DeGroat so he can assign committees. Committees will be decided by the next board of education meeting.

### **BOARD MEMBER TRAINING**

Training required for BOE Members: Registration is completed through Mrs. Metzgar.

Dennis DeGroat- None  
Darrick Franek- Governance II  
Margaret Frey-Governance I  
Krista Galante – None  
Jennifer Kraft- Governance III  
Danielle LoCascio- None  
Karen Thibault-Governance IV  
Christine Voris-Governance I  
Cheryl Williver-Governance IV

**PUBLIC PARTICIPATION**

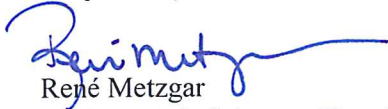
None.

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**ADJOURN**

Motion made by Mrs. LoCascio, second by Mr. Franek to adjourn at 7:23 pm. A voice vote was taken and unanimously approved.

Respectfully Submitted,



René Metzgar  
Business Administrator/Board Secretary